**Process to Post Information on the Transmission Owner OASIS Pages**

1. Personnel requiring the documents or information to be posted to Transmission Owners OASIS site are requested to send an email to MISO Webmaster at webmaster@misoenergy.org

copying the TariffAdministration@misoenergy.org email distribution lists.

1. The email shall consist of the
	1. Documents to be posted included as attachments.
	2. Destination on the OASIS Page.
2. If there is a need to post the documents on an emergency basis, then send an email to IT Help Desk at IT-NOC@misoenergy.org copying the TariffAdministration@misoenergy.org email distribution list. The IT Help Desk Personnel shall work with internal MISO staff to get the documents posted. The email shall consist of the
	1. Documents to be posted included as attachments.
	2. Destination on the OASIS Page.